

ND ETC Quarterly Meeting

May 3, 2012

Via ITV

Present:	Kirsten Baesler	Amy Benz	Absent:	Steve Snow	
	Art Conklin	Dwight Crabtree, CTE representative			
	Tom Cummings	Tom Eberle			
	Lisa Feldner	Darin King	Staff:	Jody French	Alan Peterson
	Rich Lehn	Debby Marshall		Deborah Janzen	

Art called the meeting to order at 9:10

Introduction of Guests

- a. ND CDE Staff
 - i) Brian Becker, Academic Advisor
 - ii) Patty Deutsch, Bookstore Manager
 - iii) Tammy Fitting, Online Course Developer
 - iv) Barb Meidinger, Principal
 - v) John Struchyski, Technology Coordinator
 - vi) Laurie Tuma, HR/Office Manager
- b. John Gieser, EduTech Manager of Support and Technical Services

Approval of Agenda

Tom Eberle moved to change the agenda by moving Council Development to the end of the meeting. Darin King seconded the motion which passed unanimously.

Consent Agenda

Lisa Feldner approved the consent agenda as sent. Debby Marshall seconded the motion which passed unanimously

Recognition Activities

Deb Pullen will be receiving Dan Pullen's doctorate on May 11, 2012 at the NDSU Graduate Degree Commencement Ceremony.

Old Business

A Committee was formed to carry out the ND ETC Director position search.

1. Committee: ND ETC Director Search Committee
 - a. The committee is comprised of three sub-committees. Art appointed Lisa Feldner as the coordinator of the search process. She will recommend a candidate to the entire Council for consideration.
 - b. Purpose: to recommend director candidate to the Council for approval
2. Sub-committee one
 - a. Purpose: to finalize the job announcement, facilitate posting the position and perform the initial screening of the applicants.
 - b. Membership:
 - i. Lisa Feldner, Chair
 - ii. Jody French
 - iii. Rich Lehn

Debby Marshall moved to approve membership of sub-committee one. Tom Eberle seconded the motion which passed unanimously.

- c. Procedure: The applications and resumes of the candidates who meet the minimum qualifications will be distributed to each Council member. Each Council member will evaluate and rank the applications. The top three names in rank order will be sent to Lisa. This sub-committee will determine the slate of candidates to be interviewed.
3. Sub-committee two
 - a. Purpose: to compile the interview questions and design the interview format
 - b. Membership:
 - i. Lisa Feldner
 - ii. Jody French
 - iii. Alan Peterson

Amy Benz moved to approve the membership of sub-committee two. Darin King seconded the motion which passed unanimously.

4. Sub-committee three

- a. Purpose: interview director candidates and recommend a candidate to the entire Council.

Art requested volunteers for this committee. Council members willing to participate in the interview process should indicate their interest in an email to Art.

Term: the committee to hire a ND ETC Director will sunset when the position is filled.

New Business

John Gieser, EduTech, presented information on changing the anti-virus service provided to schools.

Other Business

Lisa Feldner and Kirsten Baesler volunteered to serve on the Nominating Committee for Council Chair and Vice-Chair positions.

Council Development

The ND CDE management staff members presented information on the CDE reorganization and how the new and emerging capabilities meet current and projected needs for students and schools. Each staff member described a portion of the total service provided by the CDE.

Future Council Development topics:

K-12 SLDS overview – September 2012 meeting

EduTech Desktop Security Plan – September or December 2012 meeting

Common Core

Policy Reviews

GP-2/2E

Lisa Feldner moved to affirm GP-2/2E policies. Amy Benz seconded the motion which passed unanimously.

Executive Limitations

Jody French presented Jane Hovda's name as the person to assume the interim ND ETC directorship in an emergency situation.

Progress Report on Results Policies

R-1 Continuous System Improvement

Tracey Korsmo, DPI, has done a superlative in setting up the portal. EduTech sent two PowerSchool Specialists to a Common Core training session. These staff members will present the tools within PowerSchool that support the Common Core.

R-2 Coordinated Educational Technology System

Jody completed the Classroom Transformation Grant visits. She commented that schools are moving forward with new ways to teach using technology.

Jody is leading a committee to assess schools in determining readiness for online common core testing. The process to assessing the technology to students completing the common core testing

AI highlighted the five components in the CDE mission. These five components measure how well ND CDE is accomplishing the stated mission.

- Student learning
- Quality Curriculum
- Contact Time
- Suitable Education Technology
- Monitoring Delivery

R-3 Distance Education Delivering Comprehensive Curriculum

The list on page 30 describes current practice. New classes will be offered beginning Fall 2012. The classes offered have been requested by educators in North Dakota schools. As CDE staff members visit school they learn more. For example; a carpentry class was requested by one school, but now is available to any student; STEM courses, as Introduction to Engineering, will be available to students.

R-4 Professional Development

Digital Citizenship training was delivered in the last quarter. The NESC consortium will be sponsoring additional workshops next school year.

Al was named to a vendor advisory board. ND CDE will provide a one day PD 360 and Observer 360 training to four superintendents. The four school represented will be pilot schools for these tools.

R-5 System Integrity, Stability and Security

EduTech hired two staff members Dave Zwingel as a PowerSchool Specialist and Kelly Rexine as the West Central Information Technology Specialist. Both of these new staff members will begin their work with EduTech in June. Interviews for the Web Developer position will be held May 10, 2012.

Jody and Al will add questions for information not included in the existing key indicators.

Debriefing:

Seven responses received indicated a satisfactory meeting with one comment.

- At times it can be hard to participate because of the audio feedback from my site, so I sometimes won't add additional comments to the conversation that I might if we were in person. Not a big deal!

Next Meeting

Next meeting Thursday, September 13, 2012 via ITV 9:00 AM-12:00 PM

A face-to-face meeting will be held to approve the candidate for the Director position. The chair will determine this meeting.

Art adjourned the meeting at 11:45 am.